

DEPARTMENT OF THE ARMY
Omaha District, Corps of Engineers
6014 U.S. Post Office and Courthouse
Omaha, Nebraska 68102

DM 715-1-3

MROSD

Memorandum
No. 715-1-3

1 March 1984

Procurement
SMALL BUSINESS AND SMALL DISADVANTAGED
BUSINESS SUBCONTRACTING PROGRAM

1. Purpose. This memorandum prescribes procedures for administration of the Small Business and Small Disadvantaged Subcontracting Program.

2. Applicability. This memorandum is applicable to all contracts administered by the Omaha District which are expected to exceed \$500,000 or, in the case of construction contracts for any public facility, \$1,000,000 and which include the clause "Subcontracting Plan For Small Business And Small Disadvantaged Business Concerns." This clause does not apply to small business concerns.

3. Responsibilities.


a. The Small and Disadvantaged Business Utilization Specialist is responsible for overall administration of the Small Business Program and acts as liaison between the District and the Small Business Administration. This function is a responsibility of Procurement and Supply Division.

b. Area Engineers and Project Managers will be furnished copies of the subcontracting plans. They should familiarize themselves with the contents of the plan and periodically review the contractor's compliance.

c. The Chief, Procurement and Supply Division, is responsible for assuring compliance with instructions issued by higher authority which pertain to supply-type contracts containing the "Small Business Subcontracting Program" clause.

4. Standard Forms 294 and 295. These forms are submitted quarterly by firms who have a subcontracting plan as a part of their contract. After award of a contract that requires a subcontracting plan, the forms will be furnished to the contractor. Compliance with the reporting requirements will be monitored by the Small and Disadvantaged Business Utilization Specialist.

FOR THE COMMANDER:


DAVID L. TALBOTT
LTC, Corps of Engineers
Deputy Commander

DISTRIBUTION:

A
B